

## **SP 1.2 Delegation of Procurement Authority**

### **Substantive changes made for the 3-22-06 version:**

1. Edits the introductory portion of the POLICY section for better clarity.
2. Adds the Procurement Manager and the Deputy Procurement Manager to the delegation authority chain in the POLICY section, and deletes the Deputy Director.
3. Adds agreements, real property leases, modifications, and procurement credit card transactions to the SCOPE section.
4. Changes “ICO” to “DOE Contractor Order” throughout the SP to be consistent with SP 8.4.
5. Adds “corporate credit card transactions for business expenses” to the SCOPE exceptions.
6. Identifies the designated positions in the “Designated Position” definition.
7. Identifies the issuing authorities in the “Issuing Authority” definition and uses the term “issuing authority” throughout the SP as appropriate.
8. Adds the phrase “and limitations” to the first paragraph in the “Delegation of Procurement Authority” section.
9. Adds two additional types of delegated authority to the “University Limitations” portion of the “Limitation on Delegated Authority” section.
10. Updates the prime contract number from Contract 98 to Contract 31.
11. Changes “Group Manager” to “Procurement Supervisor” throughout.
12. Changes “Field Buyers” to “DPU Buyers” and references SP 13.4 in the DPU paragraph.
13. Adds Facilities project managers to the list of designated positions.
14. Changes the approval levels in the *Buy American Act* bullet of the “In-Process Action Review and Approval” section, and reflects these changes in the RESPONSIBILITIES section. These changes are consistent with SP 25.1, *Buy American Act*.
15. Changes the approval levels in the *OCI* bullet of the “In-Process Action Review and Approval” section, and reflects these changes in the RESPONSIBILITIES section. These changes are consistent with SP 9.3 *Organizational Conflicts of Interest*.
16. Deletes the Exhibit and refers instead to Appendix G of the Prime Contract.
17. Clarifies that the Procurement Manager *ensures* that a record of all delegations is maintained. The Department Administrator *maintains* this record.
18. Changes “Support Group” to “Department Administrator” in the “Documentation” section.
19. Adds “Procurement Supervisor” and “Department Administrator” sections to the RESPONSIBILITIES section.
20. Modifies the RESPONSIBILITIES section to be consistent with the PROCEDURES section.